

SAMPLE FORM N

**MOTION TO AUGMENT RECORD ON APPEAL
(DOCUMENTS ATTACHED)**

MOTION TO AUGMENT RECORD ON APPEAL (DOCUMENTS ATTACHED) - INSTRUCTIONS

After the record on appeal is filed, you might discover there is something missing from the record that you think the court should consider when deciding your case. You may make a Motion to Augment Record on Appeal (Documents Attached). Attach the documents to your motion to augment that you want added to the record on appeal. The motion is filed in the Court of Appeal. You must file an original plus three copies of the motion with points and authorities and your declaration ([Sample Forms L & M](#), adapted to fit your specific request). You must serve your motion on all parties. ([Sample Form C](#).) The motion, memorandum, declaration, attached documents, and proof of service may be stapled together in one document, with the caption page of the motion in front.

Filling out the Motion to Augment Record on Appeal (Documents Attached):

- (1) Your name.
- (2) Your mailing address.
- (3) Your city, state and zip code.
- (4) Your telephone number where you can be reached during the day.
- (5) The plaintiff's name as it appears on your Superior Court caption.
- (6) Whether plaintiff is "appellant" or "respondent".
- (7) The defendant's name as it appears on your Superior Court caption.
- (8) Whether defendant is "appellant" or "respondent".
- (9) The Court of Appeal case number which begins with "D0".
- (10) The Superior Court number from your Superior Court case.
- (11) Your name.
- (12) List the documents you are attaching, for example:
 1. Order dated August 20, 2004.
 2. Declaration of John Doe dated August 30, 2004.
- (13) State why you are requesting the item(s) be added. For example, forgot to list it in Notice Designating Record, just learned I need the item to support argument, etc.

(14) Today's date.

(15) Month and year.

(16) Your signature.

(17) Type or legibly print your name.

File: Original plus 3 copies of:

Motion to Augment ([Sample Form N](#), [O](#), or [P](#))

Memorandum of Points and
Authorities ([Sample Form L](#))

Declaration ([Sample Form M](#))

Attached documents

Proof of Service ([Sample Form C](#))

Provide an extra copy to be file-stamped
for your file.

Serve: Superior Court
All counsel

(1)
(2)
(3)
(4)

Self-represented

COURT OF APPEAL, FOURTH APPELLATE DISTRICT
DIVISION ONE
STATE OF CALIFORNIA

(5) _____,

Plaintiff and (6) _____,

v.

(7) _____,

Defendant and (8) _____.

D (9) _____.

(Superior Court No. (10) _____)

MOTION TO AUGMENT RECORD ON
APPEAL (DOCUMENTS ATTACHED)

Pursuant to Rule 12(a) of the California Rules of Court, I, (11) _____, request augmentation of the record on appeal to include documents in this case that were not included in the Clerk's Transcript. Copies of the documents to be added to the record are attached to this motion. Those documents are:

(12) _____

I am requesting that these documents be added to the record because:

(13) _____

I declare under penalty of perjury that the foregoing is true and correct.

Executed at San Diego, California this (14) _____ day of (15) _____.

(16) _____

Signature

(17) _____

Type or Print Name